

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

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June 24, 2003

FROM: **ROGER WEAVER**, Director
 Fleet Management Department

SUBJECT: AGREEMENT WITH THE COMMUNITY SERVICES DEPARTMENT

RECOMMENDATION: Approve a ten-year agreement to provide vehicle services to the Community Services Department (CSD), a non-profit corporation, in the approximate amount of \$204,000 per year.

BACKGROUND INFORMATION: On April 1, 2003, the Board approved the separation of the Community Services Department from the County, which will be effective June 30, 2003. CSD desires to continue its relationship with the County's Fleet Management Department for vehicle services. This agreement will enable the Fleet Management Department to provide vehicle services to CSD, including the use of county-owned motor pool vehicles, fuel, maintenance, and repair services for CSD-owned vehicles. In 2003-04, CSD will pay the Fleet Management Department rates approved by the Board on March 4, 2003. In subsequent fiscal years, rates are subject to change based on Board-approved rates for service, maintenance, and fuel. The term of this agreement is July 1, 2003 through June 30, 2013. Either party may terminate this agreement with 30-days written notice.

REVIEW BY OTHERS: This item has been reviewed by Risk Management (Pamela Thompson, Risk Manager) on May 28, 2003; County Counsel (Dawn Stafford, Deputy County Counsel) on June 4, 2003; and the County Administrative Office (Daniel R. Kopp and Gary Morris, Administrative Analysts) on June 13, 2003.

FINANCIAL IMPACT: Expenditures and revenues related to this agreement are included in the 2003-04 Fleet Management Department budget (ICB VHS). Annual revenue, based on current utilization, is expected to be \$204,000.

COST REDUCTION REVIEW: The County Administrative Office has reviewed this agenda item, concurs with the department's proposal, and recommends this action based on CSD's ongoing need for vehicle services. All costs for providing vehicle services are reimbursed through Board-approved rates.

SUPERVISORIAL DISTRICTS: All

PRESENTER: Roger Weaver, Director, 387-7870

Record of Action of the Board of Supervisors

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